Minutes for the State of North Carolina Forensic Science Advisory Board Meeting (NCFSAB)

Meeting – January 15, 2013 – 9am North Carolina State Crime Laboratory Raleigh, NC

Board members present: State Crime Laboratory Director Judge Joe John, Peter Marone (Chair), Michael Coble, Kermit Channell, Tracey Dawson Cruz, David Hinks, Amanda Julian, Roger Kahn (via teleconference), Alka Lohmann, Bruce McCord, Christopher Palenik, Deborah Radisch, Leonard Stefanski, Peter Stout, Ronald Singer (via teleconference), Robert Zipf, Bethany Pridgen

Board members not present: Marcia Eisenburg

Others in attendance: Kristi Hyman, Stormie Forte, Deena Koontz, John Byrd, Mark Boodee, Matthew Boyatt, Lori Strickland, Ann Hamlin, Sarah Rackley, Chuck McClelland, Timothy Suggs

The meeting was called to order by Chairman Marone at 9:08am. Board members and others in attendance introduced themselves. The Board unanimously approved the minutes from the previous meetings as provided.

The Board briefly discussed Marcia Eisenburg's absence from previous Board meetings and it was announced that unforeseen circumstances will prevent Ms. Eisenburg from continuing to serve on the Board. Attorney General Roy Cooper will appoint her replacement.

Crime Laboratory Report to Board

Judge John updated the Board on the following items pertaining to the Laboratory: 1) ISO procedures; 2) Lab analyst certification; 3) Laboratory caseload guidelines; 4) Lean Six Sigma; 5) Personnel changes in the Laboratory; 6) Laboratory hiring process; 7) Locally funded forensic science program; 8) Legislative issues pertaining to the Western laboratory; 9) Recruitment and retention of personnel.

The meeting recessed for a brief break at 10:38am.

Forensic Laboratory Lean Six Sigma Presentation

Following the break, Timothy D. Kupferschmid of Sorenson Forensics Services presented information to the Board regarding the Lean Six Sigma process.

The Louisiana Experience I

Following Mr. Kupferschmid's presentation, Louisiana State Police Crime Laboratory Manager Adam Becnel began presenting information to the Board regarding his state's experience with Lean Six Sigma process.

The meeting recessed for lunch at 12:26pm.

The Louisiana Experience II

Following lunch Mr. Becnel resumed his presentation, describing increased efficiency in the Louisiana State Police Crime Laboratory after the implementation of the Lean Six Sigma process.

Following the presentation the floor was opened up for discussion regarding the Lean Six Sigma process. Judge John discussed the Laboratory's engagement with Sorenson Forensics Services in the forensic biology & toxicology sections of the Laboratory.

Subcommittees

The Board resumed its previous discussion regarding subcommittees. Membership of the subcommittees has been modified. The new subcommittees are as follows:

QA Manual & Safety Manual

Board Members: Amanda Julian, Peter Marone, Deborah Radisch, Leonard

Stefanski, Robert Zipf

Coordinator: Amanda Julian State Crime Laboratory Contact: Mark Boodee

(919)662-4500 Mboodee@ncdoj.gov

Biology

Board Members: Roger Kahn, Michael Coble, Tracey Cruz, Bruce McCord,

Coordinator: Michael Coble
State Crime Laboratory Contact: John Byrd

(919)662-4500 Jbyrd@ncdoj.gov

Chemistry (Drugs &Toxicology)

Board Members: Peter Stout, Alka Lohmann, Bruce McCord, Bethany Pridgen

Coordinator: Peter Stout
State Crime Laboratory Contact: Ann Hamlin

(919)662-4500 Ahamlin@ncdoj.gov

Trace/Digital/Latent Evidence & Firearms

Board Members: David Hinks, Christopher Palenik, Leonard Stefanski, Ronald

Singer

Coordinator: David Hinks
State Crime Laboratory Contact: Timothy Suggs

(919)662-4500 <u>Tsuggs@ncdoj.gov</u>

Case Management & Evidence Handling

Board Members: Kermit Channell, Bethany Pridgen

Coordinator: Kermit Channell State Crime Laboratory Contact: Timothy Suggs

(919)662-4500 Tsuggs@ncdoj.gov

The Case Management & Evidence Handling Subcommittee and the QA Manual & Safety Manual Subcommittee will provide overviews of their progress at the April 9th Board meeting. The other subcommittees will provide overviews at subsequent meetings.

Conclusion & Planning for Next Meeting

Following a brief discussion, future Board meetings were scheduled for Tuesday April 9^{th} , 2013 & Tuesday July 16^{th} , 2013. The meeting adjourned at 3:48pm.